

Subject: Re: SPHWF 2018 Renewal Assessment Data for LA County
From: Rick Scott <rick.scott@lacity.org>
Date: 06/15/2017 09:38 AM
To: Lorena Parker <lparker@sanpedrobid.com>
CC: Dennis Rader <dennis.rader@lacity.org>, Rosemary Hinkson <rosemary.hinkson@lacity.org>

Lorena,

The BID gives us the data for the County's assessment rolls for each year including the first. Our office verifies what the BIDs submit each year for placement on the county's tax rolls. We don't create your data.

If you don't provide this data we have nothing to verify and nothing will be placed on the tax rolls.

On Thu, Jun 15, 2017 at 9:33 AM, Lorena Parker <lparker@sanpedrobid.com> wrote:

Rick,

I thought I didn't need to do that since this is a renewal year for us?

Let me know.

Kind regards,

Lorena Parker
Executive Director
San Pedro Property Owners' Alliance
**San Pedro Historic Waterfront
Business Improvement District**
390 W. 7th Street | San Pedro, CA 90731
T [310.832.2183](tel:310.832.2183) | F [310.832.0685](tel:310.832.0685)
lparker@sanpedrobid.com
www.sanpedrobid.com

On Thu, Jun 15, 2017 at 7:36 AM, Rick Scott <rick.scott@lacity.org> wrote:

Lorena,

Please have your data person prepare and submit the BID's 2018 renewal assessment data to be placed on the County's Tax rolls:

The BID's property assessment database must be formatted according to the three-column format as shown on the attached sample using Microsoft Excel. Do not total the columns.

Government owned parcels (if any) are to be included on a separate sheet and same format in the same Excel file as non-government owned parcels.

Note that the database must be formatted as follows:

- **Have two digits to the right of the decimal**
- **All zero assessment parcels removed**
- **Agency account number is listed just once at the top of the sheet**
- **No totals**
- **No currency formatting**
- **No dashes in the parcels numbers**
- **No hidden rows or columns**
- **No formulas (only numbers and text)**

Please transmit the final database via email to the City Clerk Office's Technical Research Supervisor, Dennis Rader at Dennis.Rader@lacity.org.

If you have any questions, please contact Dennis Rader at [\(213\) 978-1120](tel:(213)978-1120).

Thank you.

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Rick Scott
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